

CONCORDIA UNIVERSITY

Council of the Faculty of Engineering and Computer Science

Minutes of Meeting 98-1

Held

Friday, 20 February, 1998 at 2:00 p.m. in H-769

Present: Dr. N. Esmail (Chair); Dr. M.O. Ahmad; Dr. A. Athienitis;
Dr. J.W. Atwood; Dr. R. Bhat; Ms. C. Chan; Dr. T. Fancott;
Dr. D.J. Ford; Dr. C. Giguère; Dr. G. Gouw; Mr. R. Gupta;
Dr. A.M. Hanna; Dr. L. Harris; Dr. V.S. Hoa; Dr. J. Jans;
Dr. A. Krzyzak; Dr. C. Lam; Dr. H.F. Li; Dr. O. Moselhi;
Dr. E.I. Plotkin; Dr. Stathopoulos; Dr. J. Svoboda;
Dr. C. Trueman; Dr. Vatistas.

Regrets: Dr. S.T. Alkass; Dr. F. Haghighat

Guests: Dr. A.S. Ramamurthy; Me Bram Freeman

1. Adoption of Agenda

Motion 98-01-01 The agenda was unanimously adopted (J. W. Atwood, A. Athienitis)

2. Adoption of Minutes

Motion 98-01-02 The Minutes of Meeting 97-8 (4 December 1997) were unanimously adopted (T. Stathopoulos, Dr. G. Gouw).

3. Chair's Remarks

The Chair apologized to the four faculty members who were not notified in time of the cancellation of the previous meeting.

The Chair welcomed Clara Paradisis and introduced her to the Council as the new Executive Assistant to the Dean. The Chair also thanked Mike Svensson for his dedication and invaluable assistance in filing in as Executive Assistant for the past few months. The Chair informed the Council that Mr. Svensson would remain in his position as Budget Officer.

The Chair emphasized the Faculty's commitment to quality teaching and welcomes any student evaluation sent to his office.

The nominations for the Teaching Excellence awards are underway.

The Faculty is responding to a suggestion that was made by the Centre for Teaching and Learning Services whereby workshops would be given to the faculty beginning next session. The workshops will consist of six professors (two seasoned and four younger faculty members). The workshops are geared towards the continuation of quality teaching in the Faculty.

The Chair has talked to the Executive and has stated his objective of making the course remission process as open and transparent as possible with clear rules.

The Chair informed the Council that the faculty workload evaluation is an on-going process and that he is following the debates closely. He is willing to give all the time necessary for a consensus to be reached among the faculty.

The Chair informed the Council that the selection process for three of the four Chairs has started and that the three committees will meet soon to consider the nominations received.

The Chair said that the drive to establish a Software Engineering Program is in high gear and invited Dr. Fancott and Dr. Lam to comment on the state of the program.

Dr. Fancott informed the Council that they are working on curriculum development and referring to the curricula of other institutions as well as the opinions of the faculty. He is very confident of having a viable curriculum within the next few weeks. The main project that will have to be worked on is the preparation of a program dossier, which should be ready within the time-line allocated.

Dr. Lam concurred with Dr. Fancott that the program is moving in the right direction. He stated that his department has passed a unanimous resolution expressing its wish to offer a professional engineering program in Software Engineering.

Dr. Giguère reminded the Council that this was a joint program between the two departments (Computer Science and ECE). He said that an administrative structure would have to be set up to look after the program once it was in place. He has submitted the Space Plan to Ron Proux, which includes space for Software Engineering.

The Chair said that there is a race between all engineering faculties in Canada to establish similar programs and that Concordia is on track with the goal of providing Montreal and Quebec with the first such program. It

is a high priority within the Concordia administration and contacts suggest that there is great support for such a program in Quebec City. It is expected that the program will be brought to the Council for approval in April or May and subsequently to Senate.

The Chair informed the Council that there was an increase of 133 FTEs for January to December 1997. He congratulated the faculty for its effort. This is good news and may allow the faculty to be able to obtain more resources. Dr. Esmail cautioned however, that the increase in numbers should not be allowed to affect the quality of teaching. He emphasized that quality teaching will bring more students to the Faculty.

Dr. Fancott and his group are working to improve the present Web site. This work should be completed over the next few weeks.

The Chair informed the Council that he has repeatedly asked the Capital Campaign for coordination in raising funds for the Engineering Building and Software Engineering. He has come to understand that the Capital Campaign does not consider these as priorities and that the Engineering Faculty should not attempt to raise funds for projects other than those in the *Table of Needs* established previously by Concordia.

The Chair expressed his concern that the faculty's current priorities could be undermined. He asked the Council to confirm that the new Engineering Building and that the Software Engineering Program are priorities.

Discussion followed:

Dr. Fancott through his experience as a member of the Real Estate Committee of the Board, stated that the approach to fund raising for the faculty must include something tangible – such as an architectural sketch of the building for which funds will be sought. He also said that the fundraising priorities established by the Council four or five years ago were based on a different philosophy. He pointed out that the Engineering Faculty was well below its fundraising target of \$6 million.

Dr. Esmail gave a breakdown of the fundraising effort to date. The Capital Campaign has raised 40 million of its 55 million dollars objective. The Engineering and Computer Science items lag far behind. So far, only 1.5 million of the six million dollars objective has been raised. Dr. Esmail asked the Council why this was the case and whether the fund raising partners had a clear understanding of the needs of the Faculty.

Dr. Giguere suggested that it is possible to add to the *Table of Needs* and to emphasize the need for the new building in the Space Planning

Proposal. He informed the Council that he is in the process of putting together a draft on Information Technologies, which may identify items, needed in the new building, which could be *sold* to potential contributors. He suggested personal contact with potential contributors.

Dr. Esmail asked the Council for a mandate to say that the fundraising in the Capital Campaign for Engineering Information Technology Building and Software Engineering is supported by this Council. This is the only way that he can proceed to counter Dr. Taddeo's arguments that this is not a priority recognized by the Capital Campaign.

Dr. Bhat suggested that the Council consider redefining the *Table of Needs* rather than trying to change them.

Dr. Esmail stated that the *Table of Needs* should not really be the concern of the Council at this point. The Council should emphasize its support for the Technology Building and Software Engineering.

Dr. Vatistas pointed out that the one million dollars contribution was accepted for Environmental Engineering even though it was not on the *Table of Needs*. He suggested that if this was acceptable it should also be acceptable to add the Information Technology Building and Software Engineering to the *Table of Needs*.

Dr. Fancott suggested a simple resolution emphasizing Information Technology, which he said, is very attractive to potential contributors.

Dr. Moselhi asked if anyone knew what was on the table pertaining to the building in the *Table of Needs*. He also suggested that additions be made to the *Table of Needs* rather than trying to change them.

A lengthy discussion of the wording of a motion took place.

A motion was presented.

Motion
98-01-03

The Faculty Council of the Faculty of Engineering and Computer Science strongly recommends that the highest priority in fundraising in the Capital Campaign be given to Engineering/Information Technology Building and Software Engineering program. (C. Giguere, J.W. Atwood)

Vote: Carried, one abstention

Dr. Athienitis asked which academic units would participate in the Software Engineering program. He feels that it is very important that all units participate.

Dr. Vatistas replied that this is something that remains to be worked out.

Dr. Stathopoulos stated his support for the motion. He said it would be inappropriate to add to the *Table of Needs* as it would effect the total amount to be collected. He reminded the Council that in the previous Capital Campaign the Engineering Faculty was supposed to get 2.5 million dollars but in the end got nothing. He stated that this was a political question and support for the Chair in this matter was very important.

Upon the arrival of Me. Bram Freeman, Dr. Esmail asked if there were any objections to moving the Open Session before the Close Session. No objections were expressed.

OPEN SESSION

4. **Revision of Re-evaluation Procedures (ECFC Doc. 98-1-1)**

Dr. Esmail welcomed Bram Freeman the Legal Counsel.

Dr. Jans and Me Bram Freeman made a presentation on the Revision of the Re-evaluation Procedures. The revised procedures provide for a more structured framework for the re-evaluation process. A flow chart was presented to identify the options, outcomes and time limits in the procedures. These Procedures will apply to both graduate and undergraduate students and that, as such, would replace the two current distinct procedures.

Discussion ensued. Some concerns were expressed regarding procedures and possible loopholes.

Dr. Jans asked that comments be sent to him by email so that he may incorporate them into his report to APC.

Dr. Lam asked if he could distribute this document to his faculty members.

Dr. Jans encouraged this and welcome their comments.

CLOSED SESSION

5.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

6. **Other**

The Secretary read a memo which was sent from the Office of the Registrar soliciting nominations for the Spring 1998 Convocation non-academic medals and awards. The deadline for nominations is Wednesday, April 1, 1998. Applications are available from the Secretary's Office.

Upon Dr. Hanna's suggestion, the Secretary will send a memo to the Faculty members listing the medals and awards with a brief description of each one.

7. **Adjournment**

The meeting was adjourned at 4:20 p.m.